

FILED: 6-2  
RETURN TO

VITAL MATERIALS REPORT FOR WEEK RECORDS MANAGEMENT DIVISION  
ENDING - 17 DECEMBER 1954

1. TYPES OF MATERIAL	DEPOSITS	WITHDRAWALS	BALANCE
A. (Measured in cubic feet)			
Documents	4.3	0	203.1
Maps	0	0	48.4
Negatives	0	0	125.2
Cards (other than IBM)	0	0	4.2
Total	4.3	0	380.9
B. (Measured by actual count)			
Cards (IBM)	19,428	0	4,078,025
Film Reels 35mm	3	0	5,729
Film Reels 16mm	10	0	2,111

2. MATERIAL NOT ON MACHINE INVENTORY OR AVAILABILITY REGISTER

OFFICE	CABINETS
Commo	1
* OSI	1
* DD/P	31
	33

3. ACTIVITY OF OFFICE PROGRAMS

A. Total Offices	20
1. Number of Offices Depositing	19
2. Number of Offices Not Depositing	1
B. Number of Offices With Established Schedule	11
C. Number of Offices in Which Schedules Are To Be Established	8
D. Offices Depositing This Week	12
E. Offices Delinquent in Depositing	1
Director's Office - Date of last deposit 24 Feb. 54.	

\* Material not accessible to Repository personnel.